

**Hardwick Parish Council**  
**Minutes of the Meeting held on Tuesday 27 August 2019**  
**in the Pavilion at 7.00 pm**

Present: Councillors: A Gill (Chairman), P Joslin, P Ashton, S Rose and I Giddings.

In attendance: 2 members of the public and Mrs A Griffiths (Minutes Secretary, LGS Services).

**Open public session including reports from the County and District Councillors**

A resident sought an update on CCTV and on the maintenance group. The Parish Council is still awaiting the information on CCTV systems and this will be pursued. The maintenance group had been given the go ahead. It was observed that areas of the village would be more open and visible when cleared.

**1. To approve apologies for absence**

Apologies were received from Cllrs Croft and Wellbelove (both out of parish), and from District Cllr Grenville Chamberlain (out of parish). Cllr Giddings had sent apologies for anticipated lateness.

**2. Declaration of interests**

**2.1 To receive declarations of interests from councillors on items on the agenda and details of dispensations held**

Cllr Joslin declared an interest in Speedwatch.

**2.2 To receive written and grant any requests for dispensation as appropriate for items on this agenda**

None.

**3. To approve the minutes of the previous meeting on 23 July 2019**

RESOLVED that the minutes of the meeting on 23 July be approved and signed by the Chairman as a true record, after an amendment under item 4.9, part 2, line 4, to read “would have to walk.” (Prop PJ, 2nd SR, unanimous)

**4. Matters arising and carried forward from the last or previous meetings for discussion/decisions**

**4.1 (4.3) To consider quotations for play area repairs if received**

RESOLVED having considered the two quotations received, to accept the quotations from RPM for a total sum of £1,510.00 plus VAT. (Prop PJ, 2nd SR, unanimous)

**4.2 (4.5) To consider whether to undertake a Neighbourhood Plan and the next steps**

RESOLVED, noting that the Parish Council had previously agreed to undertake a Neighbourhood Plan in 2016, with Cllrs Gill and Joslin as lead members, to resurrect the project and defer discussion of the way forward to the next meeting in the light of Cllr Croft’s enquiries with SCDC. (Prop AG, 2nd SR unanimous)

**5. Correspondence/communications received**

**5.1 CCC Draft Greater Cambridge Sustainable Design and Construction Supplementary Planning Document - consultation**

RESOLVED that members may submit their own comments should they so wish. (Prop SR, 2nd AG, unanimous)

**5.2 NALC – New Model Financial Regulations 2019 update**

RESOLVED to discuss the implications of the changes with the Clerk, and to defer this item to the next meeting. (Prop SR, 2nd AG, unanimous)

**5.3 CCC – Winter Gritting Volunteers**

RESOLVED that the Parish Council would like the scheme to continue and that the information should be forwarded to Steve Gaze.

#### 5.4 Overhanging trees at 11 Lambourn Road

Following a request from a resident that the Parish Council trim branches overhanging his property, it had emerged that the Parish Council does not hold the title to the land and the trees concerned, which would appear to be still in the ownership of the developer. RESOLVED, to write to the developer, Persimmon (formerly Beezer) Homes, drawing this matter to their attention and asking them to deal with it as the Parish Council does not hold the title to this land, and to await their response. <sup>(Prop PJ, 2nd AG, unanimous)</sup>

#### 5.5 CCC – Temporary Traffic Order, Footpath off Pershore Road

RESOLVED that the Parish Council has no comments.

#### 5.6 Damage to Recreation Ground by vehicles

RESOLVED, following a report that vehicles had been seen driving on the Recreation Ground, that Cllr Gill should take a look to check whether any damage has occurred.

### **6. Planning Applications and Decision notices and tree works applications**

#### 6.1 Planning applications received since the last meeting

6.1.1 S/2367/19/VC – Agricultural field west of Grace Crescent – Variation of condition 2 (Hard and soft landscaping) of planning permission S/1694/16/OL  
RESOLVED to make no recommendation. <sup>(Prop AG, 2nd PJ, unanimous)</sup>

6.1.2 S/2386/19/FL – 16 Ashmead Drive – Demolition of existing conservatory and erection of single storey rear extension  
RESOLVED to support the application. <sup>(Prop AG, 2nd PJ, unanimous)</sup>

6.1.3 S/2413/19/FL – 4 Portway Road – Demolition of existing conservatory and removal of single storey covered area and erection of two storey rear extension and installation of solar panels to the rear roof  
RESOLVED to support the application. <sup>(Prop AG, 2nd PJ, unanimous)</sup>

6.1.4 S/2555/19/FL – 27 Bramley Way – Replacement conservatory roof  
RESOLVED to support the application. <sup>(Prop AG, 2nd PJ, unanimous)</sup>

6.1.5 S/2149/19/FL – 52 Limes Road – First floor front and rear extension and single storey rear extension – amended plans  
RESOLVED, noting that the Parish Council originally supported the application, to make no recommendation but request that the neighbours' comments be taken into account. <sup>(Prop SR, 2nd AG, unanimous)</sup>

#### 6.2 SCDC Decision Notices

6.2.1 S/1858/19/FL – 6 Bramley Way – Demolition of existing garage and erection of two storey side and front extension and single storey rear lean-to extension – Permission granted.

6.2.2 S/2058/19/FL – Rear of 181 St Neots Road – Two new dwellings with ancillary works to the site, including hard/soft landscaping and the parking spaces – Permission refused.

6.2.3 S/2021/19/FL – 23 Bramley Way – Two storey side and rear extension, single storey front extension and dropped kerb – Permission granted.

6.2.4 S/2151/19/FL – 119 Bramley Way – Erection of open porch to front of dwelling – Permission granted.

#### 6.3 Tree Works Applications

None.

## 7. Members reports and items for information only

### 7.1 New Housing Developments and Planning Obligations

Cllr Rose reported that he was meeting with representatives of the developers for the St Neots Road development on 10 September at 11.00 am and had invited the Chairman to attend as well.

The topographical survey had taken place.

Cllr Rose had not yet spoken to the VAT specialist but would do so presently.

### 7.2 Speedwatch

Cllr Joslin circulated the Speedwatch report and reported on statistical data collected. The worst area was in Cambridge Road from the shop to Kesters Close and this had been reported to the Police. However, Speedwatch appeared to be having a beneficial effect in St Neots Road. Thanks were expressed to the Speedwatch team.

#### 7.2.1 Consideration of correspondence from Speedwatch Co-ordinator about Speedwatch status

RESOLVED to reply that the Parish Council very much appreciates the good work being carried out by the Speedwatch team and if the group does not wish to be a working group of the Parish Council there is no need for it to be one; responses to the questions asked are to be provided. (Prop SR, 2nd PA, carried with 3 in favour and 1 abstention)

RESOLVED given concerns expressed that the CCC Highways report on traffic calming measures had not yet been received that Cllr Joslin should follow this up with CCC and report back on the outcome, given that the recommendations in the report were urgently needed to support the LHI bid which has been submitted. (Prop SR, 2nd PJ, unanimous)

#### 7.2.2 Proposal that a page be included on the Parish Council website for Speedwatch

RESOLVED that a page should be included on the Parish Council website for Speedwatch. (Prop AG, 2nd SR, unanimous)

### 7.3 Proposal that a Working Group be set up for Highways/Road Safety

RESOLVED to defer this item to the next meeting.

### 7.4 Village Plan report and to consider the next steps

The following recommendations for action involving the Parish Council were considered:

Parking outside village shop – RESOLVED that solutions to this issue would be beyond the Parish Council's financial resources unless another housing development took place in the village.

Village Vehicle Access – RESOLVED that solutions to this issue would be beyond the Parish Council's financial resources unless another housing development took place in the village.

Cambourne – Cambridge Busway – RESOLVED that the responsibility for this lay with the Greater Cambridge Partnership, and that the Parish Council has had input into the consultation.

Park and Ride into Cambridge - RESOLVED that the responsibility for this lay with the Greater Cambridge Partnership, and that the Parish Council has had input into the consultation.

Parking on the pavements – RESOLVED that the Police have responsibility for this and have provided the Parish Council with information.

Burnt out building – A report on a meeting would be taken under the next item.

Street lighting – The number of lights between the Blue Lion and the Church was being increased due to the new development.

Street lighting – pruning trees around street lights – The Chairman had looked at several roads in the village and had identified approximately seven lights affected by Parish Council trees, noting that other lights were affected by residents' trees which would require CCC to contact the residents. RESOLVED to draw up a list for further consideration at the next meeting and that Cllr Joslin should assist with completing the list by looking at St Neots Road.

Further issues and actions identified by the Plan are to be considered at the next meeting.

7.5 Report on meeting with St Neots Road developers

Cllr Gill reported on a meeting with the owners of the site on St Neots Road and their proposals to build 9 flats on the part of the burnt out site which has been cleared. They will be removing two trees but will leave the hedge in place for the time being and remove it in November, replacing it with native hedging. The developers would like the Parish Council's support for the application and hope to obtain planning permission by the end of the year. Concerns were expressed at the potential change of use from commercial premises to residential. RESOLVED to await the application before considering this matter further.

Cllr Giddings arrived during this item at 8.52 pm.

7.6 Proposal that the Parish Council considers the Zero Carbon Communities Grant scheme

RESOLVED that Cllr Croft should attend the forthcoming meeting on 4 September and report back to the October meeting. (Prop PA, 2nd AG, unanimous)

**8. Finance, procedure and risk assessment**

8.1 To consider any quotes for urgent work required because of risk and Clerk's use of delegated powers

None.

8.2 To receive play areas and skate park inspection reports continued

The play inspection reports were received.

RESOLVED, given that a lot of litter including broken glass had been reported at the Skate Park, to write to the litter picker asking him to keep an eye on the area.

8.3 To consider the Internal Auditor's report

RESOLVED to note that the Internal Auditor's report had been received and forwarded to the External Auditor, and that any recommendations should be considered at the next meeting. (Prop PA, 2nd AG, unanimous)

8.4 To receive the financial report and approve the payment of bills

RESOLVED that the payments as listed in the finance report should be paid, noting that the invoice of £120.00 from LCPAS shown on the finance report was incorrectly sent and should be £200.00 as previously stated. (Prop PJ, 2nd SR unanimous)

RESOLVED to note that the payment of £995 excluding VAT to CJ Surveys for the Topographical Survey was made in advance of receipt of S106 money for that purpose, and will be taken from earmarked reserves and allocated from S106 funds once received.

Salaries and Pension	£405.00
LGS Services (Admin support)	£1345.53
LCPAS (Internal Audit)	£200.00
RH Landscapes (Grass cutting)	£1008.00
Zurich (Insurance)	£1866.80
CJ Surveys (Topographical survey)	£1194.00

Credits, including investment interest and pavilion rent, were noted.

9. **Members' items for the next agenda and for the Clerk's information and Closure of meeting**

Cllr Giddings reported that he had arranged for the notice board by the Post Office to be refurbished next week. Any current posters would be disposed of. Cllr Giddings was thanked for his efforts.

The Village Plan, Highways Working Group, Highways survey and maintenance group will be agenda items for the next meeting.

There was no further business and the meeting closed at 9.15 pm.

Signed .....Chairman .....date

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APPROVED